

Topsfield Cable TV / Town Website Committee

February 8, 2012

Approved 3/14

Executive Summary

Ryan Jarvis the new Cable TV / Website Coordinator and Amelia Mattson our new consultant were introduced to the Committee. Both people are very well qualified for their jobs. Ryan has begun to get involved in a number of issues involving technical problems. Amelia will meet with a portion of the committee on 2/13 to work out the details of her assignment. The quality of Comcast video broadcasts continues to be a problem. There has been little response from Comcast. Camera problems have been resolved. Two people have applied for the two positions of Video Camera Operator. A memo has been sent to Bernie Creeden suggesting that the Topsfield Elementary School Committee meeting be broadcast live. The Cable /Web Committee will fund coverage of the meetings. The day of the week for meetings is also under review to change. The general Disclaimer on the Web has been modified to address the requirements to post meeting agendas and minutes.

Members present: Bill Whiting, Kathy Curran, Bob Ogden and Jeanne Pickering

Members absent: None

Guest: Martha Morrison, Ryan Jarvis, Amelia Mattson

Former Business:

Meeting opened at 7:35 PM in Town Hall

The minutes of the 1-11-12 were also approved as written.

New Business:

See Executive Summary

The meeting was adjourned at 9:25

The next scheduled meeting is 3/14 at 7:30 PM in Town Hall

Respectfully submitted, Bill Whiting – Chairman